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1983

## Ferrari Award 1982-1983

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## Pre-Microfilm Inventory

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**Title of Series:** Ferrari Award

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**Index:** ☐ Included ☐ Separate ☒ None

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### *Notes*

1. Colored Paper
2. Pencil

Bowling Green State University  
Bowling Green, Ohio 43403

June 25, 1982

Dr. Paul Olscamp, President  
Office of the President  
Western Washington University  
Bellingham, Washington 98225

Dear Dr. Olscamp:

Over the past few years, many of Bowling Green's professional administrative staff have felt the need for a recognized representative organization which could assess and express our collective needs and concerns. At a meeting held recently to explore the possibility of such an organization, we were asked by those present to communicate to you the results of that meeting. While several notable issues were raised, probably the most significant decision reached by the group was that we needed to elect an ad hoc steering committee to develop and propose a permanent organizational structure. The following motion passed unanimously:

Recognizing the need to establish a representative group to serve as an advocate of contract staff interests and concerns, (we) move that an ad hoc committee be established to explore and propose an ongoing organizational structure through which this purpose can be fulfilled.

The committee will begin its tasks by mid-July and should finish by mid-September. We are sure that its members will want to meet with you at some convenient time this summer, should such a meeting seem appropriate. If you would like further information, please let any one of us know; we will be pleased to be of assistance.

On behalf of the professional administrative staff, we extend to you a warm welcome to Bowling Green State University. We look forward to your arrival and to the opportunity to work with you in the future.

Sincerely,

Cary Brewer  
Registrar

Kathleen Hart  
Coordinator, General  
Studies Writing

Judi Roller  
Director of Registration

Zola Buford  
Assoc. Registrar &  
Director of Records

Rebecca McOmber  
Assistant Registrar

Don Saleh  
Assoc. Director,  
Financial Aid &  
Student Employment

Gregg DeCrane  
Director, Student Organizations and New Student Programs

Nancy Miller  
Director, Off-Campus Programs & Independent Studies

Duane Whitmire  
Director of Scheduling

cc: Richard Edwards, Exec. Vice President



Bowling Green State University

The Faculty Senate  
140 McFall Center  
Bowling Green, Ohio 43403  
Cable: BGSUOH

July 27, 1982

RECEIVED

JUL 29 1982

To: Cary Brewer  
Registrar

Office of Registrations  
& Records

From: Ron Stoner, Chair  
The Faculty Senate

A handwritten signature in dark ink, appearing to read "Ron", written over the name "Ron Stoner" in the "From:" field.

Subject: Ferrari Award

The Board of Trustees has adopted the recommendation of a committee organized by Faculty Senate that Dr. Michael Ferrari be recognized for his contribution to the University Community by the institution of a Ferrari Award to be made annually to a contract staff person. Board Chairman Frazier Beams announced the institution of this award at the June commencement. So far as I am aware, the description of the award made in the attached letter from Dick Ward to Frazier Beams (dated May 10, 1982) is the most complete description available.

It seems clear to me that the mechanical details of making the award need to be provided by someone. So, when I heard that the contract staff had organized themselves, I searched the grapevine seeking out the leadership of the organization. I talked at that time with Gregg DeCrane, who agreed that your organization should take responsibility for fleshing out the skeleton of the Ferrari Award. Therefore, in my report to the Board last Friday (copy attached), I announced that the contract staff organization (I don't know the official name) would take on the job.

Now the grapevine reports that you are at the helm of this new ship, so I am turning the responsibility over to you. If I or the Faculty Senate can help with it in any appropriate way, please feel free to ask.

It occurs to me that your organization and ours have many interests in common--it has usually happened, for example, that salary increments and benefits for faculty and contract staff have been similar. Perhaps we should talk sometime about ways we could help each other.

jm  
Attachments



Bowling Green State University

3  
The Faculty Senate  
140 McFall Center  
Bowling Green, Ohio 43403

May 10, 1982

To: Frazier Reams, Jr., Chair  
Board of Trustees


From: Dick Ward, Chair  
Faculty Senate

Re: Recognition of Dr. Michael Ferrari

By way of this memo, I would like to sum up the proposals we have considered as appropriate means of recognizing Dr. Ferrari's contributions to the University as an administrator. By the way, all individuals with whom I have discussed these proposals have given them enthusiastic endorsement.

1. The Board of Trustees should commend Dr. Ferrari for the excellent service he has rendered the University for the past eleven years and publish the commendation in the minutes of the Board.
2. The Board of Trustees should grant Dr. Ferrari a research leave with full pay, including the salary increment for 1982-1983, to begin July 1, 1982 and end July 1, 1983. This leave would assist Dr. Ferrari in his own professional development and would give him the opportunity to regain his "land legs" following his absence from regular instructional responsibilities.
3. The Board of Trustees should name Dr. Ferrari Trustee Professor of Administration, which would permit Dr. Ferrari the opportunity to exploit his teaching/research interests and professional experiences in a variety of disciplines/fields of study which might include Management, Sociology, Higher Education Administration--the exact definition of responsibilities to be mutually determined by Dr. Ferrari and various program directors.

(This proposal has been specifically endorsed by both Dr. Elmer Spreitzer, Chair of Sociology, and Dr. Leslie Chamberlin, Chair of Educational Administration and Supervision. I was not able to contact Dr. Chan Hahn, Chair of Management, but I can safely say, as an Associate Professor of Management, that the Management Department will endorse the idea as well.)

- 
4. The Board of Trustees should create an award, bearing Dr. Ferrari's name, to be given on an annual basis, by the central administration of the University, to the contract staff person who exhibits outstanding performance on an administrative assignment. A committee of contract staff personnel could be established to develop specific criteria and procedures. The recipient of the award could be recognized at the annual Fall Convocation, at the same time that faculty are recognized for outstanding contributions in teaching and research.

jm

4

SENATE CHAIR REPORT TO BOARD OF TRUSTEES

July 23, 1982

Chairman Beams and Members of the Board:

I would like to begin my maiden report to the Board by congratulating President Olscamp on his first few weeks in office. In those few weeks he has established a reputation among the faculty for hard work, decisive action, and clear communication. He has suggested some agenda items for the Faculty Senate this year that will keep us busy, such as extensive revision of the Academic Charter, preparation of a financial exigency document, and participation in budget planning. I expect to be reporting to you on these items in future meetings of the Board.

I heard this morning for the first time of President Olscamp's suggestion to you that the faculty representative to the Board be invited to your evening working sessions before Board meetings. He is to be congratulated for that suggestion and I want to thank you for accepting it. This is a positive move, and I think you will find that we will more often come to a meeting of minds as a result.

Second, I would like to thank Chairman Beams and Mr. Ludwig for working with the local committee of administrators, faculty, students and staff that suggested the institution of an annual Ferrari award, which would recognize outstanding work by members of the contract staff. Since the mechanical details of making this award have not yet been worked out, I have taken the liberty of contacting representatives of the recently formed organization of contract staff to suggest that they draft some recommendations for you on the implementation of the Ferrari award.

Since you have taken action this morning on the educational budget, I would like to devote the rest of this report on comments on that budget. To some extent this will be an amplification of the President's remarks you have already heard.

President Olscamp met with the Faculty Senate Executive Committee several days ago and explained the rationale for the recommendations he has made on the educational budget. As elected representatives of the faculty, we were pleased to see that his recommendations included most of the recommendations of this year's report of the Faculty Welfare Committee. A copy of that Faculty Welfare Committee report is included as pages 7 through 19 of the budget material in your agenda folders. The Faculty Welfare Committee works very hard every year to produce reports like this, and I think this one is the first to receive such attention by central administration.

The faculty recommendations differed with the President's in only one respect. His recommendation, and the educational budget you have just adopted, includes a 7.2 percent incremental pool for faculty compensation. The Faculty Senate recommended a 9.4 percent increment pool instead.

This past week the news media carried a summary of a national report on the teaching profession in America (see attachment #1). The report showed that the

teaching profession today attracts more than its share of the least able college students, and that only the least able of these remain teachers past the age of 30. You will surely agree with me that this is a national disgrace. In the article I read, the reasons cited were "low salaries" and the "inability to compete with other white collar professions."

I am calling your attention to that report this morning just to emphasize that there is an ultimate connection between teacher compensation and the quality of teaching. In the long run, students at Bowling Green will get a good education only if the Bowling Green faculty compensation is competitive.

On page 16 of the educational budget materials prepared for you, you will find a table containing a ten-year history of AAUP ratings of BGSU faculty compensation. This table documents a five-year decline in BGSU faculty compensation, relative to universities of our type across the country. You will notice that the table does not contain AAUP ratings for 1981-82 because they were not yet published when that report was made, so I would like to complete the information in that table this morning.

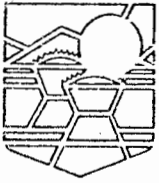
You may remember that last year there was a 7.5 percent increase in faculty compensation at BGSU. The national average was nine percent (see attachment #2). As a result, our ratings by AAUP have fallen from three to four at the assistant professor level. Ratings at the other three academic ranks have remained at three, but the rating for the full professor rank is on the borderline between three and four. These are the lowest AAUP ratings for BGSU in ten years. During the same ten years, average faculty buying power nationally, in constant dollars, has decreased over eighteen percent--three times faster than the average for competing white collar professions (see attachment #3).

The 7.2 percent faculty salary increase in the educational budget you just passed will, at best, maintain the low AAUP ratings for another year.

At the last meeting of the Board, I was pleased to hear Mr. Shanklin call Bowling Green "the greatest university in Ohio." These were inspiring words, and I also like to think we are a first-rate university. Still, if a university is only third- or fourth-rate in its compensation to faculty, it will soon be a third- or fourth-rate university.

The 9.4 percent increase recommended by the Faculty Senate would move these AAUP ratings of BGSU faculty compensation from the bottom of the three rating (40th percentile) to the bottom of the two rating (60th percentile). The difference of 2.2 percent corresponds to approximately one dollar per student per week--less than the price of a box of cornflakes or two cokes from the University Union.

Thank you for your attention.



NORMA STICKLER

Bowling Green State University

Office of Student Organizations  
and New Student Programs  
405 Student Services Building  
Bowling Green State University  
Bowling Green, Ohio 43403

September 29, 1982

MEMORANDUM

TO: Cary Brewer  
Chair, Administrative Staff Council

FROM: Gregg DeCrane *GD*  
Director, Student Organizations and New Student Programs

RE: Ferrari Award

Michelle Wolf, John Buckenmyer, Judi Poller, Norma Stickler, and I have met to fulfill your charge to us of establishing the Michael R. Ferrari Award. The attached information deals with criteria for the award, procedure, time frame and nomination form.

The information on the award has been shared with Dr. Ferrari. His comments have been incorporated into the final draft presented with this memo. He did recommend that a graduate student and an undergraduate student be added to the selection committee. The feeling of the committee was to keep this as a peer award.

If you wish further clarification of any of our suggestions, please feel free to contact me or any member of the committee.

rb

Enclosure



## The Michael R. Ferrari Award

### Criteria

1. **ELIGIBILITY** - Any person who is a member of the Administrative Staff, i.e., non-faculty, contract employee, may be nominated. Nominee must have been an employee for at least one contract year and may not have received the award the previous year.
2. **NOMINEES** - must have performed exceptionally during the year and must have demonstrated more than one of the following attributes:
  - A. Innovation and initiative - a demonstration of resourcefulness in the work place including the formulation and implementation of creative new ideas. The emphasis of these ideas should be to improve the work environment, to save time and/or money and, in general, to contribute to the better overall efficiency and effectiveness of the University.
  - B. Emphasis on the human dimension - nominee needs to demonstrate a genuine sensitivity to others by showing an open, caring attitude and by being attentive to the growth and development of others. (This particular criteria is considered a must for all nominees.)
  - C. Performance - "above and beyond" that required by the position, e.g., accepting special projects, undertaking additional responsibilities such as committee work, giving non-compensable time to effectively complete an assignment, serving in professional organizations, or bringing recognition to the University through the receipt of grants or through publications.
  - D. Relationship with University community - The nominees must effectively interact with faculty, staff or students in providing services that promote growth and harmony in their respective departments, areas, etc., as well as the campus. (This would not mandate service on University groups, committees, boards, etc.)

NOTE: The prominence of the University position held by the nominee shall not be considered in the selection process.

### Timetable

March 1 - Announcement of nominations being sought and availability of nomination forms.

- A. Forms should be readily available to all staff members, faculty members and students. Suggested placement in Union, Administration Building, McFall Center, Student Services Building and identifiable high traffic areas.

B. Media to utilize - Monitor, Green Sheet/BG News.

C. Letter sent to all administrative staff.

April 1 - All nominations due

April 1 - 30 - Peer Group Selection Process

May 1 - Selection process completed

Opening Convocation - Announcement of recipient and presentation of award.

#### Award

It is suggested that the award itself be of some value and not just another plaque. An item such as a sculpture which could be mounted on a pedestal with an engraved plate is one example. The awarding of a three-month development leave may be another consideration.

#### Selection Committee

It is recommended that the Administrative Staff Council appoint the Peer Selection Committee and that each of the Vice Presidential areas be represented by two people and the Presidential area (to include any person not under a Vice President) be represented by one person. When possible, at least one member of the committee should be someone who worked directly with Dr. Ferrari so that the selection process maintains a focus reflective of Dr. Ferrari.

#### Cover Letter

Each nomination form should be attached to a cover letter explaining the history of the award, the criteria for selection, and the process of selection, including the timetable.

#### Nomination Form

Please see attached.

Nomination Form

THE MICHAEL R. FERRARI AWARD

I. Nominee:

Name \_\_\_\_\_

Title \_\_\_\_\_

Years of EGSU Service \_\_\_\_\_

II. Nominator:

Name \_\_\_\_\_

Title \_\_\_\_\_

III. Describe how long and in what capacity you have known the nominee.

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IV. List names and titles of two other individuals who may be contacted as additional references for the nominee.

1. Name \_\_\_\_\_

Title \_\_\_\_\_

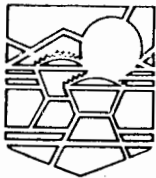
2. Name \_\_\_\_\_

Title \_\_\_\_\_

(OVER)

- V. Refer to the criteria, as outlined in the cover letter, and describe how the nominee meets each of the listed criteria. (Please attached additional pages if needed.)

Please return to \_\_\_\_\_ by April 1.



Bowling Green State University

To: Administrative Staff Members

From: Gregg DeCrane *G. DeCrane*  
Chair, Michael P. Ferrari Award Committee

Date: February 18, 1983

Re: Nominations

At the 1982 June Commencement ceremony Trustee Reams announced that the Board of Trustees had authorized the creation of an annual award in honor of Michael R. Ferrari who had served as interim president of Bowling Green State University during 1981 and 1982. In September of 1982 a group of administrative staff members met to recommend procedures and criteria for that award. These recommendations have been accepted and the award's process is beginning on schedule.

The first step in the selection of the 1983 Michael P. Ferrari Award recipient is the seeking of nominations. The attached Criteria Sheet outlines those factors which should be addressed in nominating individuals for the award. The nomination form is to be used for the purpose of placing names into nomination. This initial process is open to all members of the University community. The selection of the award recipient will be made by a committee of administrative staff representing the various Vice Presidential and Presidential areas.

All nominations should be submitted by April 1, 1983. If you have any questions, please call me or any of the other members of the Award Committee - Norma Stickler, Michelle Wolf, Judi Poller and John Buckenmyer.

GDC/vs

## The Michael R. Ferrari Award

### Criteria

1. **ELIGIBILITY** - Any person who is a member of the Administrative Staff, i.e., non-faculty, contract employee, may be nominated. Nominee must have been an employee for at least one contract year and may not have received the award the previous year.
2. **NOMINEES** - must have performed exceptionally during the year and must have demonstrated more than one of the following attributes:
  - A. Innovation and initiative - a demonstration of resourcefulness in the work place including the formulation and implementation of creative new ideas. The emphasis of these ideas should be to improve the work environment, to save time and/or money and, in general, to contribute to the better overall efficiency and effectiveness of the University.
  - B. Emphasis on the human dimension - nominee needs to demonstrate a genuine sensitivity to others by showing an open, caring attitude and by being attentive to the growth and development of others. (This particular criteria is considered a must for all nominees.)
  - C. Performance - "above and beyond" that required by the position, e.g., accepting special projects, undertaking additional responsibilities such as committee work, giving non-compensable time to effectively complete an assignment, serving in professional organizations, or bringing recognition to the University through the receipt of grants or through publications.
  - D. Relationship with University community - The nominees must effectively interact with faculty, staff or students in providing services that promote growth and harmony in their respective departments, areas, etc., as well as the campus. (This would not mandate service on University groups, committees, boards, etc.)

NOTE: The prominence of the University position held by the nominee shall not be considered in the selection process.

### Timetable

March 1 - Announcement of nominations being sought and availability of nomination forms.

April 1 - All Nominations Due

April 1-30 - Peer Group Selection Process

May 1 - Selection process completed

Opening Convocation - Announcement of recipient and presentation of award.

## Nomination Form

THE MICHAEL E. FERPARI AWARD

## I. Nominee:

Name \_\_\_\_\_

Title \_\_\_\_\_

Department \_\_\_\_\_

## II. Nominator:

Name \_\_\_\_\_

Title \_\_\_\_\_

## III. Describe how long and in what capacity you have known the nominee.

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## IV. List names and titles of two other individuals who may be contacted as additional references for the nominee.

1. Name \_\_\_\_\_

Title \_\_\_\_\_

2. Name \_\_\_\_\_

Title \_\_\_\_\_

(OVER)

- V. Refer to the criteria, as outlined in the cover letter, and describe how the nominee meets at least two of the listed criteria. (Please attach additional pages if needed.)

Please return to: Gregg DeCrane,  
Office of Student Organizations & New Student Programs  
405 Student Services Building

by: April 1, 1983





Bowling Green State University

Office of Student Organizations  
and New Student Programs  
405 Student Services Building  
Bowling Green State University  
Bowling Green, Ohio 43403

372-2843

To: Karen DeRosa      Bill Lanning      Norma Stickler  
Pat Fitzgerald      Jan Scottbey      Ilse Thomas  
Bob Hayward      Teri Sharp      Rich Zera

From: Gregg DeCrane  
Chair, Michael R. Ferrari Award Committee

Date: February 22, 1983

Re: Selection Committee

Thank you for your willingness to serve as a member of the Michael R. Ferrari Award selection committee. I believe you will find this a rewarding experience. As I mentioned to you earlier, when you accepted to serve on the committee, the majority of your work will take place during the month of April. I will call you together during the first full week of April so that you may begin your task of selecting the first Michael R. Ferrari Award recipient.

I have enclosed the award committee's efforts in outlining the criteria for selection, timetable of process and other suggestions. The University community will be made aware of the criteria and the availability of nomination forms on Monday, February 28. On this day an article will appear in the Monitor and all Administrative Staff members will receive a mailing explaining the award. Subsequent articles or ads will appear in the BG News.

I will be in touch with you in mid-March to select a time for you to all get together.

Thanks once again for your commitment.

GDC/vs

encl.

16

## The Michael R. Ferrari Award

### Criteria

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C. Letter sent to all administrative staff.

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#### Selection Committee

It is recommended that the Administrative Staff Council appoint the Peer Selection Committee and that each of the Vice Presidential areas be represented by two people and the Presidential area (to include any person not under a Vice President) be represented by one person. When possible, at least one member of the committee should be someone who worked directly with Dr. Ferrari so that the selection process maintains a focus reflective of Dr. Ferrari.

#### Cover Letter

Each nomination form should be attached to a cover letter explaining the history of the award, the criteria for selection, and the process of selection, including the timetable.

#### Nomination Form

Please see attached.

## Nomination Form

THE MICHAEL E. FERPAI AWARD

## I. Nominee:

Name \_\_\_\_\_

Title \_\_\_\_\_

Department \_\_\_\_\_

## II. Nominator:

Name \_\_\_\_\_

Title \_\_\_\_\_

## III. Describe how long and in what capacity you have known the nominee.

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## IV. List names and titles of two other individuals who may be contacted as additional references for the nominee.

1. Name \_\_\_\_\_

Title \_\_\_\_\_

2. Name \_\_\_\_\_

Title \_\_\_\_\_

(OVER)

- V. Refer to the criteria, as outlined in the cover letter, and describe how the nominee meets at least two of the listed criteria. (Please attach additional pages if needed.)

Please return to: Gregg DeCrane,  
Office of Student Organizations & New Student Programs  
405 Student Services Building

by: April 1, 1983

xc: Norma Stickler

20



Bowling Green State University

Executive Vice Provost for  
Planning and Budgeting  
Bowling Green, Ohio 43403  
Cable: BGSUOH

April 7, 1983

MEMORANDUM

TO: Cary Brewer  
Registrar

FROM: Richard R. Eakin *RR*  
Executive Vice Provost for  
Planning and Budgeting

SUBJ: Michael R. Ferrari Award

In response to your request for the monetary limit that could be established for the Michael R. Ferrari Award, please advise the committee that \$250 should be budgeted for the award. This amount should be included in the budget that you submit for Administrative Council.

sf

The Michael R. Ferrari Award

Criteria

1. **ELIGIBILITY** - Any person who is a member of the Administrative Staff, i.e., non-faculty, contract employee, may be nominated. Nominee must have been an employee for at least one contract year and may not have received the award the previous year.
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- April 1-30 - Peer Group Selection Process
- May 1 - Selection process completed
- Opening Convocation - Announcement of recipient and presentation of award.

Nomination Form

THE MICHAEL R. FERRARI AWARD

I. Nominee:

Name \_\_\_\_\_

Title \_\_\_\_\_

Department \_\_\_\_\_

II. Nominator:

Name \_\_\_\_\_

Title \_\_\_\_\_

III. Describe how long and in what capacity you have known the nominee.

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IV. List names and titles of two other individuals who may be contacted as additional references for the nominee.

1. Name \_\_\_\_\_

Title \_\_\_\_\_

2. Name \_\_\_\_\_

Title \_\_\_\_\_

(OVER)



- 123
- V. Refer to the criteria, as outlined in the cover letter, and describe how the nominee meets at least two of the listed criteria. (Please attach additional pages if needed.)

Please return to: Gregg DeCrane,  
Office of Student Organizations & New Student Programs  
405 Student Services Building

by: April 1, 1983

March 10, 1983

MEMORANDUM

TO: Richard R. Eakin  
Executive Vice Provost for  
Planning and Budgeting

FROM: Cary R. Brewer *Cary*  
Chair of Administrative Staff Council

RE: Michael R. Ferrari Award

In response to your memorandum of February 7, 1983, I would like to thank you. The plaque listing the annual winners is most welcome and will be an addition to the overall prestige of the award.

And yet, as I mentioned earlier, it is my feeling and the feeling of the selection committee that the Alumni Association Peregrine Falcon does not meet the criteria we feel is essential to the award. Specifically, the Falcon print, although very beautiful, is not unique and does not allow for the individual taste of the recipient. The fact that a number of individuals already possess the print diminishes the impact of the award. Also, in reference to the award, as requested, I approached Maurice Sevigny in regards to various options that are possible. Maurice has enthusiastically begun discussing the award with his faculty and was most honored that the Art Department could play a role in the award process. This approach of having an academic department define the award is certainly in line with Mick's basic philosophy of using the expertise of those at the University.

If you wish to discuss this further, please call. It may be appropriate to have you meet with the Ferrari Award Committee to better understand their reasoning in establishing the actual award.

rsm

cc: ✓ Gregg DeCrane  
Norma Stickler



Bowling Green State University

25  
Office of Student Organizations  
and New Student Programs  
405 Student Services Building  
Bowling Green State University  
Bowling Green, Ohio 43403  
372-2843

To:

From: Gregg DeCrane *Gregg*  
Chair, Michael P. Ferrari Award Committee

Date: April 5, 1983

Re: Receipt of Nomination

Thank you for your nomination of \_\_\_\_\_ for the  
Michael P. Ferrari Award. Beginning next week, all nominations  
will be reviewed by the selection committee with the final  
decision being made prior to May 1.

Your nomination and support of the award have helped to  
make this initial recognition successful while at the same time  
assuring that the Michael P. Ferrari Award will, in future years,  
continue to be recognized as a high honor for those who are  
chosen to receive it.

GDC/vs



Bowling Green State University

Office of Student Organizations  
and New Student Programs  
405 Student Services Building  
Bowling Green, Ohio 43403  
(419) 372-2843  
Cable: BGSUOH

August 17, 1983

Dr. Michael Ferrari  
Provost  
Wright State University  
Dayton, Ohio

Dear Mick,

With your move and the arrival of Pre-Registration I never got over to see you about the winner of the Ferrari Award. I am pleased to inform you that the selection committee chose Suzanne Crawford to be the initial recipient.

Sue will be honored at the Administrative Staff Council's opening day reception on August 26. The award itself will consist of her choice of an original work of art made available through the School of Art. Maurice Savigny will coordinate this process.

I feel this is only the beginning of what I believe will be an award staff members will strive to receive in future years. Through the award I believe your ideals will be preserved.

Best of luck in your new position.

Sincerely,

A handwritten signature in dark ink, appearing to read "Gregg DeCrane".

Gregg DeCrane  
Director, Student Organizations  
and New Student Programs

GDC/vs



**Bowling Green State University**

Affirmative Action/Handicapped Services  
Bowling Green, Ohio 43403  
(419) 372-0495  
Cable: BG5UOH

August 31, 1983

Mr. Gregg DeCrane, Director,  
Student Organizations and  
New Programs

Dear Gregg:

Thank you for your letter and your visit. I am humbled by the Ferrari Award. You did such a good job in organizing the selection process including letting Mick know. As you might imagine, he wrote me. It was a lovely touch.

I trust this year will be as forward reaching for the Administrative Staff Council as the initial organizing year has been. Best wishes to you.

Sincerely,

A handwritten signature in cursive script, appearing to read "Sue".

Suzanne Crawford, Director,  
Affirmative Action

vf



**Bowling Green State University**

Office of Student Organizations  
and New Student Programs  
405 Student Services Building  
Bowling Green, Ohio 43403  
(419) 372-2843  
Cable: BGSUOH

To: Cary Brewer  
Chair of Administrative Staff Council

From: Gregg DeCrane, *JD*  
Chair of Ferrari Selection Committee

Date: October 6, 1983

Re: Ferrari Award

I have a complete file of information pertinent to the 1983 Ferrari Award. This information includes all information as to the formation of the award as well as the first year's selection. This should be valuable for whomever chairs the committee next year.

I have also been asked by the selection committee as a whole to have the ASC request that the award in future years be made at the opening Session for faculty and staff. It is felt that this is a more appropriate form in which to recognize the outstanding administrative staff member. Would you please relay this request to the President at the request of the committee.

mm



**Bowling Green State University**

Office of Student Organizations  
and New Student Programs  
405 Student Services Building  
Bowling Green, Ohio 43403  
(419) 372-2843  
Cable: BGSUOH

To: Cary Brewer  
Chair of Administrative Staff Council

From: Gregg DeCrane  
Director, Student Organizations & New Student Programs

Date: October 14, 1983

Re: Ferrari Committee

The following recommendations are offered in regards to the Ferrari Award Committee and its proceedings.

1. The committee should be appointed by the beginning of the Spring Semester each year.
2. The chair of the committee should be a member of the Executive Committee, rotating each year between the members, based on Vice Presidential representation.
3. The recipient of the award in the immediate past year should serve as a member of the committee the following year.
4. Nomination forms should be available by March 1 and due by April 1 of each year. The decision on who the recipient will be should be made by May 1 of each year.
5. Nominees should be informed of their nomination and those who are listed as references.
6. Ask the individuals listed as references to provide information specifically in the four designated area.

If you have any questions, please give me a call.

GDC/vs

GRG

SUSAN

William, Thagge



Bowling Green State University

FEB 25 1 55 PM '83

PERSONNEL  
SUPPORT  
SERVICES

To: Administrative Staff Members

From: Gregg DeCrane *G. DeCrane*  
Chair, Michael R. Ferrari Award Committee

Date: February 18, 1983

Re: Nominations

At the 1982 June Commencement ceremony Trustee Beams announced that the Board of Trustees had authorized the creation of an annual award in honor of Michael R. Ferrari who had served as interim president of Bowling Green State University during 1981 and 1982. In September of 1982 a group of administrative staff members met to recommend procedures and criteria for that award. These recommendations have been accepted and the award's process is beginning on schedule.

The first step in the selection of the 1983 Michael R. Ferrari Award recipient is the seeking of nominations. The attached Criteria Sheet outlines those factors which should be addressed in nominating individuals for the award. The nomination form is to be used for the purpose of placing names into nomination. This initial process is open to all members of the University community. The selection of the award recipient will be made by a committee of administrative staff representing the various Vice Presidential and Presidential areas.

All nominations should be submitted by April 1, 1983. If you have any questions, please call me or any of the other members of the Award Committee - Norma Stickler, Michelle Wolf, Judi Roller and John Buckenmyer.

GDC/vs





Bowling Green State University

Office of Student Organizations  
and New Student Programs  
405 Student Services Building  
Bowling Green State University  
Bowling Green, Ohio 43403

September 29, 1982

MEMORANDUM

TO: Cary Brewer  
Chair, Administrative Staff Council

FROM: Gregg DeCrane *GD*  
Director, Student Organizations and New Student Programs

RE: Ferrari Award

Michelle Wolf, John Euchenmyer, Judi Poller, Norma Stickler, and I have met to fulfill your charge to us of establishing the Michael R. Ferrari Award. The attached information deals with criteria for the award, procedure, time frame and nomination form.

The information on the award has been shared with Dr. Ferrari. His comments have been incorporated into the final draft presented with this memo. He did recommend that a graduate student and an undergraduate student be added to the selection committee. The feeling of the committee was to keep this as a peer award.

If you wish further clarification of any of our suggestions, please feel free to contact me or any member of the committee.

rb

Enclosure

## The Michael R. Ferrari Award

### Criteria

1. **ELIGIBILITY** - Any person who is a member of the Administrative Staff, i.e., non-faculty, contract employee, may be nominated. Nominee must have been an employee for at least one contract year and may not have received the award the previous year.
2. **NOMINEES** - must have performed exceptionally during the year and must have demonstrated more than one of the following attributes:
  - A. Innovation and initiative - a demonstration of resourcefulness in the work place including the formulation and implementation of creative new ideas. The emphasis of these ideas should be to improve the work environment, to save time and/or money and, in general, to contribute to the better overall efficiency and effectiveness of the University.
  - B. Emphasis on the human dimension - nominee needs to demonstrate a genuine sensitivity to others by showing an open, caring attitude and by being attentive to the growth and development of others. (This particular criteria is considered a must for all nominees.)
  - C. Performance - "above and beyond" that required by the position, e.g., accepting special projects, undertaking additional responsibilities such as committee work, giving non-compensable time to effectively complete an assignment, serving in professional organizations, or bringing recognition to the University through the receipt of grants or through publications.
  - D. Relationship with University community - The nominees must effectively interact with faculty, staff or students in providing services that promote growth and harmony in their respective departments, areas, etc., as well as the campus. (This would not mandate service on University groups, committees, boards, etc.)

NOTE: The prominence of the University position held by the nominee shall not be considered in the selection process.

### Timetable

March 1 - Announcement of nominations being sought and availability of nomination forms.

- A. Forms should be readily available to all staff members, faculty members and students. Suggested placement in Union, Administration Building, McFall Center, Student Services Building and identifiable high traffic areas.

B. Media to utilize - Monitor, Green Sheet/EG News.

C. Letter sent to all administrative staff.

April 1 - All nominations due

April 1 - 30 - Peer Group Selection Process

May 1 - Selection process completed

Opening Convocation - Announcement of recipient and presentation of award.

#### Award

It is suggested that the award itself be of some value and not just another plaque. An item such as a sculpture which could be mounted on a pedestal with an engraved plate is one example. The awarding of a three-month development leave may be another consideration.

#### Selection Committee

It is recommended that the Administrative Staff Council appoint the Peer Selection Committee and that each of the Vice Presidential areas be represented by two people and the Presidential area (to include any person not under a Vice President) be represented by one person. When possible, at least one member of the committee should be someone who worked directly with Dr. Ferrari so that the selection process maintains a focus reflective of Dr. Ferrari.

#### Cover Letter

Each nomination form should be attached to a cover letter explaining the history of the award, the criteria for selection, and the process of selection, including the timetable.

#### Nomination Form

Please see attached.

Nomination Form

THE MICHAEL R. FERRARI AWARD

I. Nominee:

Name \_\_\_\_\_

Title \_\_\_\_\_

Years of EGSU Service \_\_\_\_\_

II. Nominator:

Name \_\_\_\_\_

Title \_\_\_\_\_

III. Describe how long and in what capacity you have known the nominee.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

IV. List names and titles of two other individuals who may be contacted as additional references for the nominee.

1. Name \_\_\_\_\_

Title \_\_\_\_\_

2. Name \_\_\_\_\_

Title \_\_\_\_\_

(OVER)

## Nomination Form

THE MICHAEL P. FERRARI AWARD

## I. Nominee:

Name Sue Crawford  
 Title Director of Affirmative Action  
 Department Affirmative Action Office

## II. Nominator:

Name Zola R. Buford *Zola R. Buford*  
 Title Associate Registrar and Director of Records

## III. Describe how long and in what capacity you have known the nominee.

I have known Sue Crawford for approximately 12 years--first as a friend and then as a colleague. Sue has served both the University and the community of Bowling Green in several capacities. She has been the Director of the Center for Continued Learning, part-time career counselor for the Counseling and Career Center, a consultant to the Management Center, and most recently the Director of the Affirmative Action Office. In addition she has served as an advisor to Mortar Board, has been on the Women's Study Advisory Committee, and served on both the Contract Staff Classification Study Committee and the Status of Women and Minorities Report Committee. Sue has been active in the community serving on the Festival Series Board (Music), the WBGU Advisory Committee for public television, and has given up her time as guest lecturer for classes in the CSP, EDAS, and Sociology Departments. In addition, she has assisted in organizing non-credit continuing education courses and various conferences dealing with career changes, non-traditional students, child care and employer based child care, etc. Sue has been successful in obtaining grants from the Title I project in Ohio, the Board of Regents Career Counseling through telephone assistance, and is currently working on obtaining grants from the National Rural Training Center. Her professional memberships include the Ohio Association of Women, Deans, and Counselors and the National Association of Women, Deans, and Counselors. Nationally she has served as a consultant to the American Council on Education Office for Women dealing with leadership training.

## IV. List names and titles of two other individuals who may be contacted as additional references for the nominee.

1. Name Dr. Ramona Cormier  
 Title Associate Provost
2. Name Dr. George Postich  
 Title Vice President for Operations

(OVER)

- V. Refer to the criteria, as outlined in the cover letter, and describe how the nominee meets at least two of the listed criteria. (Please attach additional pages if needed.)

I really feel that Sue Crawford would meet all of the criteria listed. She certainly has shown innovation and initiative in her work in the Center for Continued Learning and through the Office of Continuing Education. This office necessarily deals with non-traditional students and courses which are not a part of the overall University curriculum. It was through her efforts in this office that she was successful in obtaining some of the grants listed on the reverse side.

Sue is a very outgoing person and certainly is sensitive to the needs of others particularly women and the non-traditional student. Although I have never worked with Sue personally within an individual office, I do know that she has a great deal of energy, is always willing to accept additional responsibilities in committee work, and has been a very excellent representative of the University not only within the University community itself but also within the Bowling Green community.

Please return to: Gregg DeCrane,  
Office of Student Organizations & New Student Programs  
405 Student Services Building

by: April 1, 1983

## RESUME OF

Suzanne Haines Crawford  
 715 Sand Ridge Road  
 Bowling Green, Ohio 43402  
 Telephone: (Home) 419/352-1342  
 (Office) 419/372-0495

## ADMINISTRATIVE EXPERIENCE

Director, Affirmative Action, Bowling Green State University, Bowling Green, Ohio, December 1982 to present. Acting Director, January 1982-December 1982.

Director, Center for Continued Learning, Bowling Green State University, Bowling Green, Ohio, 1977 to 1981. Associate Director, 1974-1977.

Assistant Dean of Women, University of Kansas, Lawrence, Kansas, August 1965 to November 1968.

Assistant Dean of Students, Rhode Island College, Providence, Rhode Island, September 1962 to August 1965.

## AREAS OF SPECIAL COMPETENCE

Human Resource Development: Maintain communication with affirmative action and equal opportunity compliance external agencies. Develop a program of recruitment of adult learner populations. Develop intervention workshops for sexual harassment. Maintain liaison with special groups on and off campus. Counsel adults returning to higher education and/or work settings. Administer and interpret interest inventories. Identify and maintain community and regional contacts. Supervise internship for baccalaureate and masters level students.

Oral and Written Communications: Effective public speaking in large and small group settings. Clarity and sensitivity in one-to-one interactions. Develop brochures, newspaper articles, and media appearances for program promotion. Write funded grants. Revise and maintain the Affirmative Action Plan in accordance with federal guidelines.

Consulting and Teaching: Design and conduct programs in human relations skills for social service and government agencies, technical and university settings, and private organizations. Design and conduct orientation to hiring procedures for campus groups. Instruct courses in adult learner. Guest lecturer in Educational Administration and Supervision classes.

General Administration: Facilitate evaluation, recommendation, and decision-making processes. Monitor overall compliance with all EEO policies/procedures. Supervise preparation of periodic reports for Ohio Civil Rights Commission and Office of Federal Contract Compliance Programs. Long-range planning with emphasis on community relations and personnel. Identify short-range goals and implementation strategies. Provide leadership and supervise twelve staff members at the Center for Continued Learning. Long-range planning with emphasis on academic community awareness of the roles of minorities and women.

## RESEARCH PROJECTS AND GRANTS

"Financial Aid to the Non-Traditional Student," national conference and publication, November, 1979. Funded by George Gund Foundation.

"Telephone Counseling System," Educational Information Center for Northwest Ohio. Funded by Lifelong Learning Commission, Ohio Board of Regents, 1979-81.

"Inventing Your Future," CETA training program and publication. Funded by WSOS Community Action Commission, September, 1980.

"Career Development Outreach Program for Adults in Northwest Ohio," April, 1980-June, 1981. Funded by Title One through the Ohio Board of Regents.

## PRESENTATIONS AND PUBLICATIONS

"Empowering Clients in Manpower Training Programs," paper presented at National Association of Women Deans, Administrators, and Counselors, 1979.

"Educational Brokering Services for Non-Traditional Students," presentation for the Ohio Board of Regents Committee on Lifelong Learning, 1978.

"Establishing A Woman's Resource Center," paper presented at National University Extension Association Conference, 1975.

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"Herbal Lore," paper presented at regional meeting of Popular Culture Association, 1976.

"Teaching Assertion," paper presented at Communication, Language, and Sex Conference, Bowling Green State University, 1978.

## RELATED TRAINING/CONSULTANTSHIPS

HERS - Bryn Mawr Summer Institute for Women in Higher Education Administration, Bryn Mawr College, July 6-30, 1980.

Change Associates, partnership human relations training firm.

Buyer, Calico, Sage and Thyme: an herb and tea business. Selecting items for the retail market and presenting talks to numerous organizations, local, state-wide and regional.

1981 - Consultant to Macy's International Series of Workshops on Management Skills for Women.

1979-82 - Consultant to business in region: Marathon Oil, (Findlay, Ohio); St. Vincent's Hospital, (Toledo, Ohio); Riverside Hospital, (Toledo, Ohio); National Council of Jewish Women, HHWP Manpower Programs, Maumee Valley Girl Scouts, Office for Aging (Toledo Region), WSOS Community Action Commission, McComb County Manpower (McComb, Michigan); Criminal Justice Training School, (Toledo, Ohio); Arm & Hammer Corporation, (Fremont, Ohio); Maumee Children's Service (Toledo, Ohio)



## RECENT COMMUNITY AND PROFESSIONAL MEMBERSHIPS

Bowling Green Civil Service Commission - Chair  
WSOS Advisory Board (4 county-consortium)  
LWV Executive Board - League of Women Voters  
Bowling Green State University Festival Series Advisory Board  
Wood County Child Abuse Prevention Committee  
Wood County Democratic Executive Board

OAWDAC - State board and program chair - Ohio Association of Women Deans & Counselors  
American Association for Affirmative Action Regional Committee  
Ohio Council on Higher Education  
American Society for Training and Development, Toledo Chapter

## EDUCATION

Bowling Green State University, 1979 - Ph.d. work in Educational Administration and Supervision.

M.S., Guidance and Counseling, 1962, University of Wisconsin, Madison, Wisconsin,

B.A., Political Science, 1960, University of Illinois, Champaign, Illinois.

Award: State of Illinois Representative Scholarship, Mortar Board.

References: Available on request.

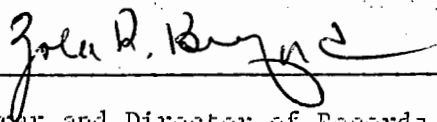
## Nomination Form

THE MICHAEL R. FERRARI AWARD

## I. Nominee:

Name Sue CrawfordTitle Director of Affirmative ActionDepartment Affirmative Action Office

## II. Nominator:

Name Zola R. Buford Title Associate Registrar and Director of Records

## III. Describe how long and in what capacity you have known the nominee.

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## IV. List names and titles of two other individuals who may be contacted as additional references for the nominee.

1. Name Dr. Ramona CormierTitle Associate Provost2. Name Dr. George PostichTitle Vice President for Operations

(OVER)

- V. Refer to the criteria, as outlined in the cover letter, and describe how the nominee meets at least two of the listed criteria. (Please attach additional pages if needed.)

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Office of Student Organizations & New Student Programs  
405 Student Services Building

by: April 1, 1983

## RESUME OF

Suzanne Haines Crawford  
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Telephone: (Home) 419/352-1342  
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Ohio Council on Higher Education  
American Society for Training and Development, Toledo Chapter

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B.A., Political Science, 1960, University of Illinois, Champaign, Illinois.

Award: State of Illinois Representative Scholarship, Mortar Board.

References: Available on request.



Bowling Green State University

Office of the Vice President  
for Operations  
Bowling Green, Ohio 43403

TO: Teri Sharp  
FROM: George Postich  
RE: Attached

Whoops! A problem exists. I'm already a reference for another person. I honestly don't feel I can push both for this award.

Sorry, Teri.

has


**Bowling Green State University**

Office of Public Relations  
Bowling Green, Ohio 43403  
(419) 372-2616  
(419) 372-2716

Mr. Poston /

Your name was given as a reference  
for Sue Crawford who has been  
nominated for the Terrell Award.

The selection committee is  
requesting you to prepare a  
written recommendation for Ms.  
Crawford and forward it to Gregg  
DeCrane by Thursday, April 21.

Attached is a copy of the  
Criteria for selection for  
your reference.

Thanks for your help.

Kris Chang



## The Michael R. Ferrari Award

### Criteria

1. **ELIGIBILITY** - Any person who is a member of the Administrative Staff, i.e., non-faculty, contract employee, may be nominated. Nominee must have been an employee for at least one contract year and may not have received the award the previous year.
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NOTE: The prominence of the University position held by the nominee shall not be considered in the selection process.

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- A. Forms should be readily available to all staff members, faculty members and students. Suggested placement in Union, Administration Building, McFall Center, Student Services Building and identifiable high traffic areas.

2.2843

## Nomination Form

THE MICHAEL R. FERRARI AWARD

## I. Nominee:

Name \_\_\_\_\_

Title \_\_\_\_\_

Department \_\_\_\_\_

## II. Nominator:

Name \_\_\_\_\_

Title \_\_\_\_\_

## III. Describe how long and in what capacity you have known the nominee.

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## IV. List names and titles of two other individuals who may be contacted as additional references for the nominee.

1. Name \_\_\_\_\_

Title \_\_\_\_\_

2. Name \_\_\_\_\_

Title \_\_\_\_\_

(OVER)

- 49
- V. Refer to the criteria, as outlined in the cover letter, and describe how the nominee meets at least two of the listed criteria. (Please attach additional pages if needed.)

Please return to: Gregg DeCrane,  
Office of Student Organizations & New Student Programs  
405 Student Services Building

by: April 1, 1983



Bowling Green State University

Vice President for  
Academic Affairs  
Bowling Green, Ohio 43403  
(419) 372-2915  
Cable: BGSUOH

April 22, 1983

TO: Greg DeCrane, Director  
Student Organizations

FROM: Ramona Cormier *Ramona Cormier*  
Associate Provost

RE: Recommendation for Suzanne Crawford for the Ferrari Award

It is with extreme pleasure that I support Suzanne Crawford's nomination for the Ferrari Award. I believe she is eminently qualified for this honor because of her creativeness, her excellent interpersonal relationships and her willingness and effectiveness as the chair or a participant in a number of University and community organizations that influence University affairs.

Currently Suzanne Crawford is the University's Affirmative Action officer and a part-time employee in Continuing Education. Even though I have known Sue for a number of years it is during the past year in my role as head of Continuing Education that I have worked with her closely.

Sue is an innovator and quite creative in her approach to problems and issues. In the past few months, she has identified the training of nontraditional students as an activity that should engage the University and has been instrumental in organizing an Educators and Trainers Conference which brought together some 60 individuals from agencies, businesses and educational institutions to discuss how cooperation might occur in the use of available human resources in the modification of Ohio's economy. Of equal importance is Sue's involvement in the conceptualization and the writing of a sizable grant with WSOS to establish a training program for northwest Ohio using the University's resources.

Sue's generosity with her time and energy is evidenced by the service she has rendered on the Human Relations Commission, Campus Safety and Security Committee, on the Search Committees for the Vice President for Student Affairs and Financial Aid Officer and her participation in the activities of the Women's Studies Program and Women's Caucus. Her commitment to quality programs and community service is supported by her participation on the Board of the Festival Series, the fund raising committee of Arts Unlimited, a UCF Committee and the community's Child Abuse Committee.

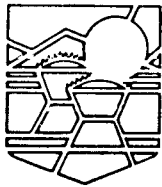
Mr. Gregg DeCrane  
April 22, 1983  
Page two

Her major contribution to the University has been her service, as chair of the Committee which prepared an excellent report on the situation of Women and Minorities on Campus.

The success with which Sue handles difficult problems in human relations is due, I believe, to her sincere interest in people, her concern for their welfare, her vitality, sense of humor and her good heartedness.

Suzanne Crawford is the ideal recipient of the Ferrari Award. I strongly support her nomination for this award.

RC:ss



Bowling Green State University

62  
Vice President for  
Academic Affairs  
Bowling Green, Ohio 4340  
(419) 372-291  
Cable: BGSUOI

April 22, 1983

TO: Greg DeCrane, Director  
Student Organizations

FROM: Ramona Cormier *Ramona Cormier*  
Associate Provost

RE: Recommendation for Suzanne Crawford for the Ferrari Award

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